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**Minutes
Special Meeting
Board of Public Works
Monday, August 13, 2018 at 7:00 PM
Public Works Garage**

Members present: Sean Walsh, Annmarie Drugonis, Al Bruno, Bill Stowe

Members absent: Rich Demko

Others present: Tony DePrimo, Jordan Addis, Frank Gabinelli

Item #1: Call Meeting to order

The meeting was called to order at 7:03PM.

Item #2: Pledge of Allegiance

All stood and recited the pledge of allegiance.

Item #3: Public comment

No public comment.

Item #4: Approve minutes

Bill Stowe made a motion to approve the July minutes.

Second: Al Bruno

Approved 4-0

Item #5: Seasonal Employees update

The two seasonal employees hired are working out well. The department is going to proceed to hire them full time, provided the money is there. A mechanic position was eliminated and a driver position was added. There are enough spots to hire the workers.

Item #6: Discussion on summer help

The department met expectations for the summer work with taking care of the school grounds. They were under budget for the Board of Ed agreement.

Item #7: Discussion on parks and schools

Everything is going well, projects are up to date. Goal posts are being installed currently at Gary park. Department workers looked at low spots in the turf field and refilled them where necessary. The department is looking into long term maintenance, and when the field is 5 or 6 years old a deep aeration will need to be done. The department has a machine that rakes and sweeps the field, which they do 3-4 times per year. The field is swept once a week during football season.

Item #8: Transfers

No transfers

Item #9: Financial update

The police department wants 102 traffic signs to be put up at every 3 and 4 way stop intersections. They want public works to pay for them, but there is not a budget for that. The department is not saying no to the project. This is a huge project that would have to be done in increments. The department got the bids back on the sidearm. Alamo boom and tiger boom are options for the sidearm. The department is leaning towards Alamo because the boom itself is heavier, and it has other advantages over Tiger.

Item #10: Vehicle update

The plow truck is on order. The department has the proposal for a new 5500 truck, and they will be using the same vendor they have been.

Item #11: Transfer station update

The pit and roof assembly will need structural work soon. The department needs to repair some fencing. The board of finance wants the revenue from the scrap metal. Residents are charged to dump for some things, and they write checks. Mr. Deprimo wants to have a spreadsheet put together showing what is paid for what, for the purpose of record keeping. This would give an idea of how much revenue is being made from residential dumping. Finance does the tonnage, and dpw does the checks, so they should have them on file. Mr. Deprimo has asked for this many times, but the information is not being compiled.

Item #12: Work update

The parking sign on Smith street was corrected. The signs on Osprey were turned. A rock was put in front of Gary park to prevent lawn damage. Goal posts for soccer were put up at Gary park.

Basin repair was done on Forest rd. Road construction was done on 7 Riviera Terrace and 8 Chestnut street. This used 3 tons of asphalt and took 16 heavy equipment hours and 16 driver hours.

3250 tons of chips were produced from tree trimming. This took 24 heavy equipment and 24 driver hours.

11,220lbs of trash were picked up for the month of July. Trash runs took 64 driver hours and 60 labor hours.

Sidearm use for the month of July included an assortment of streets and took 160 heavy equipment hours. The sidearm will be more efficient with the new mower.

200 ft of curbing was installed in the month of July. This took 4 tons of asphalt and 32 driver hours.

264 potholes and the gutter line on Chestnut street were filled during the month of July. This used 10.5 tons of cold patch and took 40 driver and 24 labor hours.

140.5 lane miles were swept during 141 heavy equipment hours.

During the 36 stops for bulk pickup during the month of July 12,500 lbs of bulk were picked up. This took 16 heavy equipment and 64 driver hours.

At the middle school 84 seasonal hours were worked. At the high school 80 seasonal, 12 laborer and 12 driver hours were worked. At Bungay school 40 seasonal hours were worked, and at Chatfield 52 seasonal and 8 driver hours were worked.

At the parks mowing the fields took 128 laborer hours. Mowing and trimming took 139 laborer and 140 seasonal hours. Lining and dragging at the parks took 93 driver and 7 laborer hours. 507 man hours in total were worked at the parks for the month of July.

Item #13: Directors report

The department finished cleaning the catch basins for this year. There was not enough money to clean the whole town, but Monday through Wednesday routes were completed and part of the Thursday route was done. Some catch basins were unable to be cleaned because of parked cars over them. Next budget year the remaining basins will be cleaned. So far 1,317 catch basins have been cleaned and a total of 1,390 were counted.

Item #14: Other business

Holbrook Road has been brought up many times during the selectman meetings. The trees on that road have been spoken of as a concern. Part of that road is Oxford. There will be some lines restriped around town. The department has ordered the paint to make the colored lines more reflective. Vandalism throughout the town has been taken care of pretty quickly. The vandalism on the state road near mcdonalds is a concern.

The truck lift broke today in the public works garage. There was a leak in the backside of it, and they deemed the lift to be unsafe to work. They need to see if there are contingency accounts or if Mr. Deprimo will need to move his budget around. The piston in the lift is broken. Two years ago when the surface around the lift was restructured the people said the lift looked like it had about 5 years left in it, but unfortunately it only lasted two. The hydraulic oil was leaking, but

they pumped it out. Workers are going to have to work on trucks on the ground or send them out since the lift is broken. The department may get second opinion on the lift. It was inspected in February and nothing bad was reported at the time.

Near the parking lot going up to French park there's a tree in a Concordia club driveway. A tree is leaning on another tree, and there is a dispute over whether town or local property.

Item #15: Public comment

No public comment.

Item #16: Adjournment

Bill Stowe made a motion to adjourn at 7:54 PM.

Second: Al Bruno

Approved 4-0